

2 August 1978

## MEMORANDUM FOR THE RECORD

FROM :   
STATINTL Acting Executive Secretary  
Senior Personnel Resources Board

SUBJECT : Senior Personnel Resources Board Meeting -  
2 August 1978

A. Uniform Promotion System

1. The Chairman began the Meeting by noting that the purpose was to attempt to establish workable guidelines with regard to meeting the requirement of the Uniform Promotion System which specifies that recommendations by promotion panels can be changed only by the DCI. The Chairman asked the Director of Personnel to address the group on where the Directorate presently stands and just what the Director of Personnel's understanding of the recommended stipulation happened to be.

2. The Director of Personnel began by stating that under the new stipulation their prerogative as managers was limited to the composition of panel membership, the establishment of certain guidelines within which to work and the notification to the panel as to the limitations on numbers imposed by headroom constraints. Mr. Janney went on to explain his interpretation of just how Offices may now operate. He stated that there just was no way that either a board or Head of a Sub-group could change a final recommendation for promotion that was generated by an appointed panel.

3. The Director of Security explained their system of having panels or staffing groups do the preliminary work and having the board, on the basis of the preliminary findings, make final recommendations. Mr. Janney indicated that this could not be allowed under the new system. In response to a question as to whether panels could be eliminated and boards, in effect, do the work presently undertaken by the panels, Mr. Janney

answered that this could be done but wondered whether such a senior group would have the time to review the background information on all of its careerists. The general consensus with regard to that portion of the discussion was that the Office Head had, in fact, lost much of his authority with regard to promotion and that the only way to retain such authority would be for him to head the recommending panel.

4. Mr. Janney went on to explain that he did not particularly see any problem in an Office Head or Head of Career Sub-group making known in advance of submission of the promotion recommendations certain facts which might not ordinarily be known by panel members. The panel, of course, would still be free to make their decisions just as if they had not been made aware of such information.

5. The Chairman mentioned that the most important aspect of the meeting was to make arrangements to place the DDA in full compliance with the new system because it was his feeling that the sub-groups were continuing to operate as they previously had. The Director of Finance asked if he could have a panel rank for value to the service and on the basis of that ranking have the board make decisions with regard to promotion. Mr. Janney said he could not as the appointed panel must rank for both value to the service and promotion.

6. On the question of whether sub-groups could have multiple panels each charged with reviewing "occupational groups" within sub-groups and then having such information integrated at the Board level, it was agreed that although sub-groups could continue to have specialty groups reviewed separately, the sub-group head should inform the panel of the number to be promoted as allowed by headroom within that specialty; that number could then be integrated with others at the same grade level but such integration could not result in any "bumping" exercise.

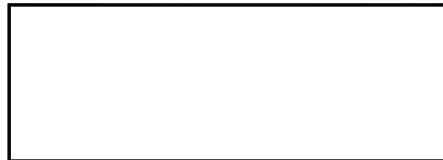
7. Questions arose with regard to past practices of the SPRB when it convened to recommend GS-15 officers for promotion to supergrade. The Chairman indicated that earlier practices of having sub-group heads nominate to the SPRB would have to be discarded and that in the future, the SPRB would be reviewing all GS-15 DDA officers without regard to previous numerical ranking by the individual sub-groups.

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8. Toward the goal of arriving at workable, if not uniform, solutions for operating within the new system, the Chairman indicated that he would have the undersigned and an Office of Personnel representative visit each sub-groups' Career Management Officer for the purpose of working out guidelines under which that sub-group could operate. This will be done starting the week of 7 August and the Chairman suggested that the Offices of Logistics and Finance be the first to be reviewed. The Chairman further suggested that the Office of Personnel provide some further informal guidelines to the DDA/Career Management Office prior to the previously mentioned exercise.

B. DDA Position Reductions FY's 79 and 80

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